

**Central Coventry Fire District
Board of Directors Monthly Meeting
July 20, 2010 – 7:00 pm
240 Arnold Road**

Minutes

1. Call to Order – 7:05

2. Roll Call

President: Girard Bouchard Jr.

Vice President: Joe Bonn

**Directors: – Bob Crowe – Linda Giguere – Ronald Gizzarelli -Anna
Mae Lapinski, Armond Niquette**

Treasurer: Tom Lacolle

Tax Collector: Jeanne Graemiger

Clerk: Christine Moniz

Chief : Robert W. Seltzer

Asst. Chief – Scott Tucker

Union President Dave Gorman

Not Present – Director Gizzarelli, Director Niquette

3. Approval of Minutes of the previous Board of Directors Meeting –

06/17/2010

**Motion to Approve Director Giguere Seconded: Director Lapinski
All Vote Aye**

4. Communications- Thank you letter from Christine Slick thanking the CCFD for their help with her husband. The letter also requested that we draft a recommendation to go along with an application for the EMT that was also at the incident. This particular EMT is applying to medical school. The President would like to present the EMT with a commendation.

President Bouchard also extended condolences to Director Crowe on behalf of the Board.

5. Old Business – Vote on presenting the By-Laws and Charter changes to the District Taxpayers at the Annual Meeting in October.

Motion to present the changes made by Director Giguere Seconded: Director Lapinski

6. Presidents Report –Went down to Station 5 and visited with the Firefighters there. Then visited Station 4 several times and met with the Chief. Discussions involved the arrest of one of our Firefighters. The District has not moved further on this as of yet. The district is

still waiting to hear from the Attorney. The Firefighter is still out on paid administrative leave.

Director Crowe inquired about the Board having a lawyer on retainer. He feels it would be a great idea and they can use this lawyer for any questions that warrants legal advice.

Chief Seltzer and Treasurer Tom LaColle did not think that it was a wise move due to the fact a lawyer on retainer would cost the District quite a bit of money that we do not have, and on top of the retainer the lawyer also bills hourly. They feel that a lawyer is a waste of money.

Director Crowe feels even if we only spend a \$1,000.00 a year it would be worth it. The President, Treasurer, and the Chief said it would be closer to \$15,000.00 per year. Director Crowe does not think it would cost that much. They also mentioned on top of the retainer fee the lawyers bill per hour.

The Chief explained that we use an extremely knowledgeable lawyer and is really reasonable in the rates that she charges.

Director Crowe and Director Lapinski feel it would be a good idea to also have a lawyer during union negotiations. They would like to make sure one is on hand when they go over the next union contract. The Chief again stated it was a waste of money and we can have the

lawyer review the contract after it has been drafted instead of having someone at the meetings charging \$300.00 per hour. They will not advise as to what goes into the contract as far as benefits or pay, they will only give advice as to the language of the contract.

Director Crowe brought up the fact that we cannot over spend our budget. That the District can get in trouble with the State if we do. The Chief stated we can go over budget he checked into it two years ago. Director Crowe would like to have it written since we are knowingly going over our budget.

The Chief stated that the majority of the reason we are going over budget is due to unforeseen expenses and cuts. One major expense was the flood. FEMA will only cover some of our expenses. Also, the cut from the State in motor vehicle taxes.

A budget is a guideline for us to follow and also to keep track of the expenses, but sometimes you go over the budget.

Motion to Approve Director Crowe Seconded: Director Giguere
All Vote Aye

7. Chiefs report – We still have not received any word from the state as to the status of James Peltier's disability filing. Ryan Garrahan is

still out with a knee injury and Ron Preston is still out with a shoulder injury, but is expected back soon.

No news yet on the new Fire Station project.

The Fire Marshal's Office and Tax Collector's Office now have air conditioning. The computers for the Tax Collectors are in and will be installed this week by our Firefighters Simpson, and Stevens.

The renewal rates for the Healthmate health insurance are in. The premium increase is 8.4%. We are still waiting for renewal rates from VFIS.

Lt. Tellier has asked permission to pursue his Associates Degree in Fire Science along with education reimbursement. (ACTION ITEM)

We also have come to an agreement with the insurance company for repairs to station 5. They sent out another adjuster and the work on the station should start soon. They are also leaving the claim open in case they find any other issues that may have been caused by the water.

We are geared up at the EOC for hurricane season and hopefully we do not have any.

Vote on action item for Lt. Tellier

Motion made to pay for education by President Bouchard Seconded

by Director Lapinski

All Vote Aye

**Motion to Approve Chief Report: Director Crowe Seconded:
Director Lapinski**

All Vote Aye

Director Crowe thanked Chief Seltzer for doing such a nice job with taking care of the repairs for Station 5.

President Bouchard also wants the Board to act on hiring the part time 2 day employee and move them up to working 4 days a week. The Board already voted on the approval of the 4 days the District is just waiting for the rest of the computers to get set up and the OPEL training to be completed. The Board would like the Tax Collector to ask our new employee if they are still interested in a 4 day workweek.

8. Treasurer's Report – we have six more weeks for payroll for this fiscal year. The overtime is the biggest expense that we have. The treasurer just wanted to go over the column of projected expenses to the fiscal year end. We have a potential deficit of \$383.335.00. Mr. LaColle went over each line item and explained where we are saving and also where our higher operation cost are and why we are over. Our fuel and gas expense has gone up due to under budgeting and

also the Town fuel pumps are down and we are gassing up at the Hess station. We are waiting for our new gas cards so help defray the cost of taxes on the gas. The projection for year end is based on the fixed expenses. The variable will be the unknown expenses for example another major storm. At this point the Treasurer is expecting another \$575,000 worth of expenditures. They also discussed that the firefighters that are due longevity and to get the letter in on a timely manner so we can make sure the payments are made in this fiscal year.

The Board also discussed making sure we pay the bills for this fiscal year. Director Crowe feels that it would make sense that we have a true number for year end and not carry over any expenses.

Director Crowe brought up the price of gas and how much we are spending. He offered to donate a tank to hold the gas and also the containment tank. Asst. Chief Tucker looked into prices of getting our own gas depot. We need to look into the cost and if it outweighs the expense of getting gas from the town or a gas station.

Motion to Approve: Director Giguere Seconded: Director Lapinski and Director Crowe

All Vote Aye

President Bouchard presented to the Board a corporate Authorization for the increase of a line of credit with the Coventry

Credit Union. It spells out the terms of the increase in the line and also the interest of the money expended. The president asked that the board vote. President herby move passage to allow the Treasure Tom LaColle to increase the line of credit and called for a roll call vote. Director Crowe voted no at first but changed his vote to yes as well as Director Lapinski, she voted no and then changed her vote to yes, Director Giguere, President Bouchard, VP Bonn all voted yes on the passage of the increase in the line of credit.

The clerk of the board was advised to get the authorization signed and notarized and turn back into the Treasurer.

9. Tax Collector's Report – discussed the letter that went out for overdue taxes and also the property that was bankrupt we are expected to get about \$80,000 in back taxes. The tax collector was uncertain on when we were to receive the money since this has been going on for about three years. Director Crowe wanted to know how the property could have been sold three times and the taxes have not been paid. VP Bonn inquired about putting the property up for tax sale, the tax collector stated that the property was just sold and it is still in the hands of a lawyer. She also turned over the settlement paperwork to our lawyer for review.

**Motion to Approve: Director Crowe Seconded: Director Lapinski,
V.P. Bonn**

All Vote Aye

10. New Business – President Bouchard wants to set up a committee that would consist of three Board members and the Chief. This committee will meet to set requirements and qualifications for a new CCFD Chief and Asst. Chief. The requirements and certifications that are in place now will be that of the Chiefs and the Asst. Chief. The committee will use those criteria's as a stepping stone and may decide to add to it. Director Crowe would like to sit on the committee. The Chief feels it would be wise to have something in place. Director Lapinski and President Bouchard will also sit on this committee. President Gorman, Local 3372, formally requested a position on the committee to participate in the selection of criteria's and job requirements. Director Crowe feels it should be administrative. The board feels the union should not be involved until the committee sets up a criteria and then present it to the board. President Bouchard and V.P. Bonn feel it is a good idea to have the union member sit on the committee as a team and go over the criteria. The Chief also feels it's a good idea for the union to stay involved since he feels we all work as a team and would like to see it continue. President Bouchard has granted the request to allow the Union to come into the committee.

The new succession planning committee members are as follows: President Bouchard, Director Crowe, Director Lipinski, Chief Seltzer and Union President Dave Gorman. The first meeting of the planning team will be Tuesday, August 31st.

11. Good and Welfare

**12. Motion made adjourn 8:30 p.m. by Director Giguere Seconded by
V.P. Bonn**

All Vote Aye.